

**TOWN OF CHARLOTTE
SELECTBOARD MEETINGS
AUGUST 27, 2007**

APPROVED

MEMBERS PRESENT: Charles Russell, Chairperson; Jenny Cole, Winslow Ladue, Ed Stone, Frank Thornton.

OTHERS: Sylvia Knight, John Owen, Paul Bruhn, Gill Livingston, David Miskell, Clark Hinsdale III, Ellie Russell, Karen Frost, Robin Reid, Mark Allegretta, Marty Illick, Peter , John Lane, Emily Ferris, Richard St George, Carrie Spear, Martha Perkins, Dorothy Pellett, Rachel Gill, Charlotte Citizen; John Hammer, Charlotte News; and others.

1. CALL TO ORDER

Mr. Russell called the meeting to order at 6:35 p.m.

2. ADJUSTMENT TO ADENDA

Additions:

- Tom Mansfield Letter – Assistant Health Officer Annual Salary

3. PUBLIC DISCUSSION

Sylvia Knight, resident, explained that a neighbor was using an automatic gun in close proximity to her home. She had talked to the neighbor asking that they notify her when they are going to shoot, but she has had no response from them. Ms. Knight asked the Selectboard for comments/suggestions regarding the matter.

Mr. Thornton noted that a property owner had the right to use firearms on their property as long as it was in a safe manner.

John Hammer, resident, said that he was also a neighbor and it was an assault rifle that fires 30 rounds in less than 20 seconds. Our horse was shot, but it was not clear if this neighbor was involved. I think the neighbors are shooting down the railroad right-of-way, which is within the Village District. Safety was a concern.

Ms. Knight explained that the target area was a railroad berm in a long narrow triangle of land where the neighbor's land abuts her property. Her husband heard bullets whistle over their backyard. I hang out clothes in the backyard. One of the boys went into the Marines, but the other boys continue to shoot. I will let the Board know when it starts up again.

4. BURNS PROPERTY – Discussion with Vermont Land Trust and the Preservation Trust of Vermont

Paul Bruhn, Preservation Trust of Vermont representative, and Gill Livingston, Vermont Land Trust representative, appeared before the Board.

Mr. Russell briefly reviewed a proposal to replace an old mobile home located near the Old Lantern with three affordable housing units using septic capacity in the middle of the Burns Property.

There was lengthy discussion regarding septic soils and capacity as noted on a January 2007 Civil Engineering study map; interest by the Town to preserve the larger capacity field for future Village and Town needs and a replacement field as per the Town Plan language; a question on how the Town affordable housing and septic proposal tracked with “community municipal planning” as per the MOU between the Town and Vermont Land Trust (Mr. Livingston noted that the Town reports have detailed information section by section, but no overall planning); a community process that included public hearings and a public November straw vote related to “up to nine units in the northwest corner of the Burns property”, which passed by 70 votes out of 2200 tabulated votes (Mr. Russell said that ultimately the Board was not comfortable with nine units based on public input and neighborhood opposition. The Board discussed a smaller project of three units due to concerns); recommendations and conditions imposed by the Planning Commission during the Sketch Plan Review process (it was noted that the Planning Commission suggested moving the units away from Greenbush Road to protect the viewshed); and proposed cost for an “affordable housing” unit.

Mr. Stone explained that the Board felt that a good first step would be three habitat units built to blend in with the Village architecture. The units would be affordable at \$75,000 after the Town donated the land, septic and water. Later on more affordable units could be phased in. There was discussion of developing the Flea Market portion of the property and preservation of the Clay Plain Forest.

John Owen, Planning Commissioner and Affordable Housing Committee member, said that the community planning process lasted four years with the result that nine units located along Greenbush road was recommended. Affordable housing was needed in Town and the three proposed units were better than nothing.

Mr. Livingston said that the MOU agreement signed between the Town and the Vermont Land Trust was crafted around community planning and six goals. Mr. Livingston read the six points of the agreement. Recreational access and respect of the Clay Plain Forest are of prime importance. Affordable housing prices are addressed in the report. We are looking for implementation of the six goals and if they can be achieved.

Mr. Livingston said that the Vermont Land Trust was pleased with the process, which was creative and well facilitated to include public input. It was the Vermont Land Trust intent to withhold substantial opinions and let the community process plan the project. The spirit of the agreement was to relinquish control (by the Vermont Land Trust) to the public process, explained Mr. Livingston.

Mr. Russell explained that the Planning Commission reviewed the Sketch Plan from the stand point of taking in the views from Greenbush Road and the Route 7 corridor. The PC tucked the houses up out of the viewshed. We’ve gone through the Sketch Plan

Review. Now do we go back through the public hearing process (as held at the Senior Center) with the 100+ people that attended, asked Mr. Russell.

Mr. Stone said that the Board viewed the community committee's role as advisory. The Selectboard has to take everyone's concerns/comments into account. People are more receptive to a smaller project. The septic study found enough septic capacity for the Town. I don't believe that a price of \$240,000 is "affordable" housing. The concern is that we have six years into the process and we still don't have affordable housing. Mr. Russell clarified that the concern was that a political process was being pushed.

Mr. Bruhn noted that the agreement was worked out between the Selectboard in place at that time. We hope that a real community dialog took place about the future of the Village Center and how the project would strengthen the Village Center. It is assumed that the Planning Commission and Conservation Commission was a part of the process and it seems that they were.

There was further discussion regarding potential affordable housing sites that included the proposed three units near the Old Lantern and potential to phase in five more in the future elsewhere on the Burns property; a Town concern that if the project was phased that the State of Vermont would not want the 7500 gallon septic field disturbed and might tell the Town to use a 3500 gallon field for a future phase; and a suggestion by Mr. Bruhn to put affordable housing units either along Greenbush Road, or perpendicular to the road to avoid building an internal road system. Mr. Livingston pointed out that the MOU agreement was silent regarding septic capacity.

Karen Frost asked where in the MOU agreement that implementation of the processes is required. It was not understood that the agreement would be enforced. Mr. Livingston replied that the agreement was signed and the plan is the document for the Village process. Mr. Livingston read paragraph 5. The Vermont Land Trust would consider a conservation easement for the Clay Plain Forest, suggested Mr. Livingston. If the plan says affordable housing then we would like to have the wording "in perpetuity" added. As for the agreement, the Town Attorney and Town officials understood the agreement language.

Ellie Russell, resident, asked what the end point of the process was – when the Town votes, or when the Town approves the documents. Mr. Livingston replied it is what the Town approves and then implements the plan.

Mr. Bruhn said that if the Town needs more time that is totally fine. We are not trying to define an outcome, but it is a community plan.

Mr. Stone asked if it was better to give back the \$120,000 to the Vermont Land Trust and start over. Mr. Bruhn replied that it was a Town option if they didn't want to do anything in the short run. We were only concerned that this was a process with public participation and if there is a conclusion.

Robin Reid, resident, said that there was a lot of impracticality despite the public process. There is land for economic development within the Village. There was a feeling of pressure to “do” something that the neighbors and community felt threatened by. It is good to hear we can go slowly.

Mr. Bruhn said that they could return again. The intent was to have a collaborative process.

The Board thanked Mr. Livingston and Mr. Bruhn for attending the meeting.

5. MEANDER STREET – Continuation of Public Hearing
MOTION by Mr. Stone, seconded by Mr. Ladue, to re-open a public hearing regarding Meander Street.
VOTE: 5 ayes; motion carried.

Mr. Russell noted that a letter from Terry Harris, consultant, dated 08/24/2007, was received regarding Town records research related to the location of Meander Street. Mr. Harris reports that it was inconclusive if there is, or is not, a road there. Is there a map included with the report, asked Mr. Russell.

Mr. Bloch said that the research was based on the written Town records and not an on site survey. Mr. Harris was not sure that there is a specific road location.

Mark Allegretta asked that the Conservation Commission letter that was submitted be entered on the record.

Mr. Russell stated that the Harris report was incomplete. We don't know where the road is. Mr. Thornton reiterated that it was a legal position. The road was created in 1792 and the Town's authority to discontinue roadways was adopted in 1813.

Mary Cheney, resident, stated that we need to know where the road is. It would be a large expense to do an on-ground survey. I am in favor of a trail, but not agreeable to a trail easement until the location of the road is known. If it is in the conservation easement, then I would agree to it. Mr. Stone asked Ms. Cheney if she would agree to a trail easement if the Trails Committee said ‘we think this is where the road went.’ Ms. Cheney replied not as a condition for discontinuance. The road might not be on my property.

Mr. Allegretta suggested that if the Town talked to all the landowners about an easement then we might get further in the process without spend a dime.

Mr. Ladue recalled that Mr. Harris was hired to research the Town records and create a map with meets and bounds. Ms. Cheney said that Stuart Morrow created a survey with three possible road routes for me. Harris has said that he can't do it.

Mr. Ladue suggested starting at the beginning and ending points which were known, and then we could identify a “zone” range. Mr. Bloch reiterated that Mr. Harris doesn't know

where the road is, but indicated that there was a broad range of possibilities. He did not focus on any one primary route.

Both Mr. Stone and Ms. Cole spoke in support of working with the landowners.

Marty Illick, Conservation Commission member, asked for clarification of the agreement with Mr. Harris and the cost. Mr. Russell reviewed a motion made to hire a surveyor for a cost of up to \$2,500 and read the scope of the agreement “including plotting a highway on a map....” Mr. Bloch pointed out that if you were going by the contract then the Harris letter is not a final report.

MOTION by Mr. Stone to discontinue Meander Street. The motion failed due to a lack of a second.

Ms. Illick said that Andrew Thurber submitted a letter and the Conservation Commission submitted a letter in detail. Could the Selectboard respond to the documents, asked Ms. Illick. Mr. Russell said that one point noted in both the letters was to come up with a more comprehensive planning process for a discussion of all the roads.

Ms. Illick asked for a specific commitment regarding intention to open up the forest (clearing for a trail). The Board should think about an end goal – is the road an asset kept for the town. The Supreme Court puts the burden on a town to prove where a road is on the ground. Ms. Illick would provide a copy of the court decision for Board review.

Emily Ferris, resident, asked if there were other landowners involved. The road could be on the other side of the river. Mr. Russell said that when we look at a map then we’ll know who to notify.

MOTION by Mr. Thornton, seconded by Ms. Cole, to continue a public hearing regarding Meander Street to 09/24/2007 at 7:30 p.m.

VOTE: 4 ayes, 1 nay (Mr. Stone); motion carried.

6. CLARK HINSDALE III (Big Oak subdivision, East Thompson’s Point Road) – Approve Trail Easement; License Agreement for force main under East Thompson’s Point Road; Roadway Agreement and Waiver; and Sewage Service Agreement, Waiver and Easement

Clark Hinsdale III, owner, and David Miskell, agent, appeared before the Board.

MOTION by Mr. Ladue, seconded by Ms. Cole, to approve a Trail Easement by Clark Hinsdale III, for the Big Oak Subdivision on East Thompson’s Point Road as presented.

DISCUSSION:

Mr. Hinsdale III handed out a Site Map that showed a proposed co-housing community trail easement from Route 7 to the Little League fields, and a 100’ X 100’ easement for a future tunnel under Route 7. Mr. Hinsdale III read Paragraph related to a force main under East Thompson’s Point Road. Mr. Miskell said that

the easement language was based on Vermont Land Trust language for trails. The idea of arbitration was established as a standard.

Mr. Hinsdale III briefly explained that a “floating” trail easement was proposed earlier in the process. The Planning Commission recommended locating the easement in a specific place. That lets everyone in the development know that there is a trail there. When the Route 7 project goes in this puts the easements in place in an appropriate location. The proposed force main follows the easement.

Mr. Russell asked if the landowners could close off the easement access when the conditions were muddy, and suggested putting in a gravel base. Mr. Miskell clarified that the location was chosen due to sight distances and the location of two big trees coming out of the field. Mr. Hinsdale III said that people on the west side of Route 7 can get to the Little League fields if a trail was in place. People on the east side of Route 7 can’t walk to the fields currently.

Mr. Ladue said that the easement uses are contained in the proposed agreement. What additional language was needed to address uses in the Stewardship Plan, asked Mr. Ladue. Mr. Hinsdale III replied that the Conservation Commission worked on the Stewardship Plan and this lays out the planning of the trails.

There was further discussion regarding Section II, vegetation management, as addressed in the Stewardship Plan (it was suggested that additional language was needed to address invasive vegetation species that may need to be removed without landowners permission); the future responsibilities of the Town regarding the Stewardship Plan; a suggestion that the Conservation Committee could develop policies related to invasive species (Mr. Bloch suggested that the Town Attorney, Steve Stitzle, should review any new proposed language to the Plan); and a Board suggestion to add language to Section 3.4, repair/maintenance of the trail easement.

Mr. Hinsdale III said that the easement was co-located for that reason. The Trails Committee may want to change the easement language related to invasive species. It is best to address issues up front.

VOTE: 5 ayes; motion carried.

MOTION by Mr. Stone, seconded by Mr. Thornton, to approve a License Agreement for a force main under East Thompson’s Point Road request by Clark Hinsdale III, for the Big Oak Subdivision on East Thompson’s Point Road, as presented.

DISCUSSION:

Mr. Miskell pointed out a proposed location for a force main under East Thompson’s Point Road on a Site Map drawing. It would be similar to the Spear Street the force main crossing requested by Steve Denton, except that this is a dirt road. A ditch would be dug to install the force main under the road.

Margaret Jenks, resident, asked what the justification was for contradicting the Town Plan, Section 5.8(8), page 97, regarding utility road crossings. Mr. Russell pointed out that the current Town Plan has expired. A new Town Plan has not been voted on at this time.

Peter (?), resident, asked if the new Town Plan would clearly state that utilities can not go under the roadways. Perhaps the Board should delay a vote on this motion until a new Town Plan was voted on. Mr. Russell replied that the Town Attorney has reviewed the proposed request. Mr. Thornton pointed out that the Town has routinely allowed force mains under the roads. It is under the Town Zoning Regulations in the Planned Residential Development section.

VOTE 5 ayes; motion carried.

MOTION by Mr. Stone, seconded by Mr. Thornton, to approve a request by Clark Hinsdale III, Big Oak Subdivision, for a Roadway Agreement and Waiver, and Sewage Service Agreement, Waiver and Easement as presented.

DISCUSSION:

Ms. Jenks asked why the sewage waiver was necessary. Mr. Hinsdale III explained that the Town requires a statement so that if there is a health issue related to the sewage system the Town has the right to rectify the problem and bill the landowner for any expense associated with the repair(s) without the Town taking responsibility or ownership of the system.

A question was asked regarding what would happen after six months and the road settled or sunk down. Mr. Hinsdale III replied that the Town has to fix it and they would then bill the landowner.

Ms. Jenks asked what happens when the septic system fails and I have raw sewage on my property. Mr. Russell said that Ms. Jenks should call the Town Health Officer.

VOTE: 5 ayes; motion carried.

Mr. Bloch explained a proposed Conservation Open Space agreement by Clark Hinsdale III, which was not warned on the agenda. The applicant has had discussions with the Vermont Land Trust regarding who would hold the Open Space easement. The applicant has proposed that the Town would hold the easement until the Vermont Land Trust was ready to take it over.

Mr. Hinsdale III explained that the Planning Commission issued a decision with conditions on the Open Space agreement. By giving the rights to the easement I give \$6,000 for a Perpetual Stewardship fund. The Vermont Land Trust legal counsel has reviewed the proposal.

Mr. Stone stated that since the Open Space agreement was not warned on the agenda it should not be considered at this time. Mr. Hinsdale III explained that there was a deadline to file the Mylar tomorrow.

Mr. Miskell reiterated that the Town would own the easement until the Vermont Land Trust could take it over. If the Town didn't want to turn it over then the Town would own it.

Mr. Russell asked if the Town would be faced with a \$6000 bill for the Stewardship fund. Mr. Hinsdale III replied no.,

Mr. Bloch pointed out that the agreement has not been reviewed by staff. The language is close to the Open Space Agreement boiler plate language provided by the Town Attorney. The language goes with the land so no mortgage owner could change the language.

Mr. Russell suggested that a motion to accept the Open Space Agreement could be conditioned that the Town Attorney must review it. Would that impact the filing of the Mylar, asked Mr. Russell.

It was the consensus of the Selectboard to continue discussion on the proposed Open Space Agreement even though it was not a warned item on the agenda.

Mr. Russell asked the applicant if he would accept approval contingent upon a review by the Town Attorney. Mr. Hinsdale III replied that was fine contingent that the Town Planner review of the language followed the Planning Commission conditions by tomorrow.

**MOTION by Mr. Ladue, seconded by Mr. Stone, to approve a Conservation Open Space Agreement at Big Oak subdivision contingent upon review by Dean Bloch, and to authorize the Selectboard Chair to sign the agreement.
Mr. Ladue and Mr. Stone withdrew their motion.**

**MOTION By Mr. Thornton, seconded by Mr. Stone, to approve a Conservation Open Space Agreement at Big Oak subdivision by Suzanne Hinsdale and Clark Hinsdale III, owners of the property, East Thompson's Point Road, contingent upon review by the Town Planner and to authorize the Charlotte Selectboard Chair to sign the agreement on behalf of the Town of Charlotte.
VOTE: 5 ayes; motion carried.**

Mr. Bloch said that there was a \$500 fee due related to the road cut under the License Agreement, which should be paid as per the policy. Mr. Hinsdale III said he would do whatever the policy laid out.

7. JOHN LANE – Discuss Zoning Violation

John Lane, property owner, appeared before the Board.

Mr. Stone noted that the old house located on Mr. Lane's property has not been removed yet, but was (Mr. Lane) aware that he was assessed property taxes on the structure. Mr. Lane replied yes.

Mr. Russell asked if the Fire Department was still using the house for ladder training. Mr. Lane explained that the Fire Department has permission to use the structure for training and when the department was done with it then the department would tear it down.

Richard St George, Fire Department representative, said that the Fire Department has used the structure for training. A final training session would be scheduled and then the department would level it. Some of the rubble would be buried in the foundation and some would be taken to the Hinesburg depot. The stone foundation would be left as is.

Mr. Stone asked that the Fire Department burn the structure down and then fill in the cellar hole. The department has used the structure for six years and it has become a hazardous place.

Carrie Spear, resident, asked how much longer the Fire Department could use the structure for training. Mr. St George thanked Mr. Lane for letting the department use the structure for the type of training that was necessary for the department. The building has been available to fire departments from Charlotte, Ferrisburgh, Hinesburg, etc. The department has trained for thermal imagery, compressed air foam, etc. The building could be used for another year, but the roof leaks and that impacts the structural integrity. To burn it down it would need to meet certain criteria. The department could schedule a date in October to burn it down. The roadway wouldn't need to be closed.

Ms. Spear pointed out that the annual Tractor Parade would be held on October 13 and 14th

October 20, 2007 was selected as a date to burn the structure.

8. AWARD CONTRACT FOR CLEANING OF TOWN BUILDINGS

Mr. Russell briefly reviewed two bids for a contract to clean the Town buildings.

Mr. Stone asked how to compare one bid at an hourly rate of \$17.50 per hour versus a lump sum bid.

Dale Knowles, MOO MOO Move business owner, said that he submitted an hourly rate because last year JMB Home and Office Maintenance submitted a bid of \$18.00 per hour.

There was brief discussion regarding the quality of the cleaning service at the Town Hall, Library, and Senior Center, and a breakdown of the service done (Mr. Stone reported that staff was pleased with the work).

MOTION by Mr. Ladue, seconded by Ms. Cole, to continue with the bid as presented by JMB Home and Office Maintenance for cleaning the Town buildings.

VOTE: 5 ayes; motion carried.

9. THOMPSON'S POINT LOT 183 –Consent to application for Conditional Use Permit for Shoreline Improvements

Jim Olson, PE, Ph.D., explained a plan for stabilizing the shoreline at Lot 183, Thompson's Point Road. There would be oversight of the contractor to make sure that the work was done properly. The concrete wall would be faced with a "stone" veneer. The concrete could be sculpted to resemble stone, but that was more expensive.

MOTION by Mr. Stone, seconded by Mr. Ladue, to consent to allow the Brewer's to apply for Conditional Use Permit for Shoreline Improvements, Lot 183, located at Thompson's Point Road.

DISCUSSION:

Mr. Olson submitted two photographs of the site for Board review. The photographs were a view looking down from the top of the concrete at lake side. Mr. Olson explained that the concrete was 4-5' at the thickest point.

Mr. Stone asked if the work would be done in October.

Mr. Ladue read a requirement for a bond. Mr. Olson said that Bill Brewer would provide a Letter of Credit. There would be no expense to the Town, which would be stated in the letter.

AMENDMENT to the motion by Mr. Stone, seconded by Mr. Ladue, to accept a Letter of Credit to hold the Town harmless and to authorize the Charlotte Selectboard Chair to sign the document on behalf of the Town of Charlotte.

DISCUSSION:

Mr. Russell asked what the stone facing would look like. Mr. Olson said that the application outlines the look of the facing.

Mr. Stone clarified that the application would go before the Zoning Board of Adjustment. This Board is only consenting to submittal of an application, which the ZBA would review and approve.

VOTE: 5 ayes; motion carried.

10. SCHNEIDER/DONAVAN – Appeal of Final Plan Approval – Authorize Town Attorney to Enter Appearance on Behalf of the Town

MOTION by Mr. Thornton, seconded by Mr. Stone, to authorize the Town Attorney to enter an appearance on behalf of the Town of Charlotte regarding an appeal of a Final Plan approval by Schneider/Donavan.

VOTE: 5 ayes; motion carried.

Mr. Bloch suggested appointing a Mediation Committee. Mr. Stone volunteered to serve.

It was the consensus of the Selectboard to appoint a Mediation Committee at a future meeting.

11. APPROVE CHANGES TO PERSONNEL POLICIES REGARDING HEALTH COVERAGE

MOTION by Mr. Stone, seconded by Ms. Cole, to approve changes to the Town of Charlotte Personnel Policies regarding Health Coverage with the added language as follows:

“the proposed changes are:

1. define “full time” as working 30 or more regularly scheduled hours; and
2. provide half benefit to regular part-time employees (20-30 hours). Employees are responsible for 10% of their benefit (same as current).”

DISCUSSION:

Ellie Russell, resident, asked if the proposed changes to the full time employee fit the state definition.

The Board briefly discussed tabling the motion regarding a definition of a full-time employee and the effects it would have on Town employees. It was determined to add the language: “...regularly scheduled hours....”

VOTE: 5 ayes; motion carried.

12. MINUTES OF JULY 16, JULY 23 AND AUGUST 2

MOTION by Mr. Stone, seconded by Mr. Thornton, to approve the minutes of July 16, 2007 as amended with additions/corrections.

VOTE: 5 ayes; motion carried.

MOTION by Mr. Stone, seconded by Mr. Thornton, to approve the minutes of July 23, 2007 as written.

VOTE: 5 ayes; motion carried.

MOTION by Mr. Stone, seconded by Mr. Thornton, to approve the minutes of August 2, 2007 as written.

VOTE: 5 ayes; motion carried.

13. SELECTBOARD UPDATES**A) TOM MANSFIELD LETTER TO THE BOARD**

Mr. Stone briefly reviewed a written request from Tom Mansfield, Assistant Health Officer, for the same annual compensation as the Health Officer. Mr. Stone said that the annual compensation was \$275 per year.

Mr. Ladue asked if the Assistant Health Officer duties were tied up with other duties conducted by Mr. Mansfield on behalf of the Town. Mr. Stone replied that there may periods during the day that Mr. Mansfield might spend his time on health issues. It was unclear if there was a distinct written job description.

Ms. Cole asked how active the Health Officer was. Mr. Russell reviewed current duties by the Health Officer that included Town Beach water quality testing and rabies issues.

MOTION by Mr. Stone, seconded by Mr. Thornton, to approve an expenditure of \$275 per year for the Deputy Health Officer.

DISCUSSION:

Ellie Russell suggested that it should be in a job description. Mr. Russell read a job description for a Deputy Health Officer.

VOTE: 5 ayes; motion carried.

B) PERSONNEL REIVEWS

Mr. Stone and Mr. Russell would conduct personnel reviews.

C) EMERGENCY MANAGEMENT COORDINATOR

Mr. Stone nominated Robert Stone as a candidate. Whoever is appointed needs to emulate the previous Emergency Management Coordinator, who was very in tuned to the job.

It was suggested to advertise the position in the local newspapers. The position should be tied into the Fire and Rescue departments. Mr. Ladue said that he would ask the Fire and Rescue departments to review ad copy.

14. BILLS AND WARRANTS

The Selectboard signed Bills and Warrants as presented.

15. ADJOURNMENT

MOTION by Mr. Stone, seconded by Mr. Thornton, to adjourn the meeting.

VOTE: 5 ayes; motion carried.

The meeting was adjourned at 9:45 p.m.

Respectfully submitted, Kathlyn L. Furr, Recording Secretary.

These minutes are subject to correction by the Charlotte Selectboard. Changes, if any, will be recorded in the minutes of the next meeting of the Board.